

# **Governor's Workforce Investment Board Apprenticeship Advisory Committee**

**Capitol Building, Helena  
April 13, 2006**

## **MINUTES**

**Members Present:** Mike O'Neill, Chairman; Jane Baker; Kirk Hammerquist; Jacquie Helt; Lane Larson; Jason Miller; and Arlene Parisot.

**Members Absent:** John Beaudry, Arlene Becker, Karen Fried and Con Sullivan.

**Staff Present:** Mark Maki, Pam Jessica Snyder, Pam Watson and Chris Wilhelm.

**Guests Present:** Keith Allen, Webb Brown, Jack Fisher, Cary Hegreberg, Annette Miller, and Jay Reardon.

### **Welcome and Introductions**

Chairman Mike O'Neill called the meeting to order at 10:05 a.m. Jessica Snyder conducted roll call and Chris Wilhelm reviewed the documents in member's packets. Ms. Wilhelm stated the working agreement between business, labor, and education the committee would be drafting during the meeting was essentially the same as a Memorandum of Agreement or Memorandum of Understanding. It would be a basic guideline or standardization identifying the key components and should not include too many details so the agreement could be utilized by all trades as their guide to create more specific agreements.

### **Approve Agenda**

Chairman O'Neill stated he would like to add an informative discussion by Mark Maki regarding his opportunity to speak about Montana's Apprenticeship and Training Program with North Dakota. Lane Larson moved to approve the agenda as amended and Jacquie Helt seconded the motion. The motion carried unanimously.

### **Approve Meeting Minutes – 03-16-2006**

The minutes were approved as written by consensus.

### **Discussion Items**

#### Mark Maki's North Dakota Presentation

Mark Maki reported he was invited by North Dakota's Governor's Office to present information regarding how Montana's Apprenticeship and Training Program is administered. Mr. Maki reported North Dakota's program is currently administered by the federal government and has no mechanism in place to track graduation rates, how many apprentices the state has, and there is no compliance monitoring. With a growing demand and shrinking workforce, North Dakota's workforce issues are similar to Montana's. Mr. Maki stated North Dakota felt that Montana had a lot of regulations but the presentation was well received.

#### Status of Lineman's College

Chairman O'Neill reported that he attended the Montana Electrical Cooperatives' Association meeting earlier in the month to discuss the concept of a lineman's college in Montana. The information was well received. The Association will be recommending two individuals to serve on the steering committee.

Chairman O'Neill stated he and Jane Baker will be meeting with IBEW Local 44 to discuss the concept of the college and will ask for individuals to serve on the steering committee.

A detailed discussion ensued regarding the Apprenticeship Advisory Committee's influence on curriculums. The importance of including training for OSHA, safety and labor laws appropriate for a specific industry's curriculum was identified. Examples of existing training programs were cited to demonstrate industry involvement in curriculum design, including Montana State University – Northern and Flathead Valley Community College. Involvement and support from business, labor and education was reiterated.

#### Working Agreement between Business/Labor/Education

Chairman O'Neill reminded the committee that the working agreement should be developed with the idea that it could be used by any representing industry in partnership with higher education that will include further on-the-job training. The committee reviewed the examples of the Ohio education system articulation agreements. Mark Maki stated standardization is crucial and with the labor demand and shrinking workforce, a partnership with higher education is necessary. The purpose of the agreement is to utilize resources to develop training and education in the trades with a good end result for the employers and employees in the industry. Arlene Parisot stated higher education has been trying to standardize the process from secondary to post secondary education. Also credits from two-year schools do not directly transfer to four-year schools because the two-year schools are considered tech credits. Jason Miller asked if Montana was attempting to duplicate the efforts of Ohio. Chairman O'Neill stated the examples before the committee were a source of thought provocation and did not want to use them as a boilerplate. This committee has been asked to formalize the concepts with input from all parties involved, establish credibility and identify the process for any industry and partner.

Ms. Parisot stated tech prep programs follow Carl Perkins legislation and education's structure is based on the legislation which requires partnerships with secondary education, post-secondary education, WIA, and others. Many programs use the Carl Perkins funds to develop tech prep programs. Mr. Maki stated by the fall of 2006, five colleges of technology will have carpentry programs using the National Center for Construction Education and Research (NCCER) coursework. Because these colleges of technology have developed the program, it is too late for a student who wants to become an apprentice to transfer the credits earned. Ms. Baker stated the key is for apprenticeship and education to work together so that a student or apprentice doesn't face any closed doors. Ms. Parisot added that a partnership would provide options and avenues to achieve a goal. Regardless of which option a person chooses, it will be recognized by the industry. Senator Larson asked if the colleges of technology would reevaluate the carpentry programs to fulfill the agreement once it was established. Ms. Parisot stated the once the agreement is approved, it will have to go before the Board of Regents for approval. Ms. Baker added approval from the Two-Year Council would be necessary. Mr. Maki stated once the program is established it is hard to change it. The faster an agreement is in place the more people it will benefit. Jason Miller stated an evaluation of the field was necessary. Mr. Maki replied the success of the eight graduates from the plumbing school will be evaluated. The graduates will receive an Associate Degree of Applied Science in Plumbing but are not able to work in the trade. If the graduates wish to work in the trade, they will have to finish the apprenticeship program. Upon approval, a graduate may apply up to 4000 of the 8500 required hours toward their apprenticeship.

Ms. Baker suggested the committee to begin by listing ideas to be discussed and organized once listed. The committee agreed and began listing key components to the agreement. Once the key components were listed, the committee organized suggestions under the five identified main components.

#### 1. Purpose

The committee agreed the purpose of the agreement was to ensure statewide consistency; identify the SWIB as a resource to apprenticeship, business, labor and education; to ensure the option of electing to enter directly into an apprenticeship program will not be prohibited.

## 2. Convene an Advisory Council

The Apprenticeship Advisory Committee agreed the membership of the advisory council should include members of industry, business, labor, education, Department of Labor and Industry's Apprenticeship and Training Program, and others as necessary, relevant, and appropriate. The advisory council will be responsible for demonstrating and justifying any new programs using assessments; identifying any funding sources required for necessary studies, convening and meeting costs; identifying industry related instructor qualifications; develop a marketing plan; and continue these responsibilities as necessary in an on-going advisory capacity.

## 3. Develop Curriculum

The curriculum must be agreeable to the advisory council. The curriculum should identify career pathways and options; the curriculum should be standardized across programs following benchmark standards; and should include training of safety standards and labor regulations relevant to industry specific standards including OSHA, safety regulations, and labor laws; and recommend tribal college participation through the Two Year Council.

## 4. Credit Transferability

The advisory council will evaluate the transferability of the number of credits to the number of hours and the number of hours to the number of credits between apprenticeship and education; and between two year education and four year education.

## 5. Obtain Program Approval

Once the advisory council approves of a program, it is the responsibility of the council to obtain approval from the Department of Labor and Industry's Apprenticeship and Training Program, Board of Regents, Two Year Council, and any other agency as necessary. It will be the responsibility of the council to inform the SWIB's Apprenticeship Advisory Committee of the results of any proposed MOUs.

Mr. Maki stated support from the Apprenticeship and Training Program is vital before going to the Board of Regents or Two-Year Council to ensure success.

Chairman O'Neill called for public comment regarding what had been developed. Annette Miller recommended using Labor Market Information (LMI) to determine the need for an occupation. The committee members agreed and added a request to use LMI statistics to justify the need for a program under the Convene an Advisory Council heading. Jerry Laughery clarified for the committee members that it was the Montana Contractors' Association (MCA) that encouraged the NCCER curriculum to be used in the colleges of technology and MCA would not recommend a program curriculum that did not include safety training. Mr. Laughery stated he agreed with the recommendations the committee had made.

Lane Larson moved to direct SWIB staff to draft a Memorandum of Understanding using the information provided by the committee and Arlene Parisot seconded the motion. The motion carried unanimously.

## **Next Meeting**

The committee members agreed to meet on June 8, 2006 prior to the SWIB meeting and asked staff to send the draft MOU to the committee for review before the meeting so it can be approved by the committee on June 8, 2006 and then presented to the SWIB for approval.

## **Adjourn**

With no further business, Jacquie Helt moved to adjourn the meeting and Jason Miller seconded. Motion carried unanimously. Meeting adjourned at 3:40 p.m.